

Siting Library Facilities Policy

Yale Valley Library District (District) has established the following guidelines as being ideal in considering siting for library facilities. **It is understood, however, that not all of these will be available in all situations.** Priority is dependent on local community needs and conditions. Site selection should always consider the current long range facility plan.

Legal Considerations

1. The policies of the Yale Valley Library District Board of Trustees (Board) shall prevail in all matters including the selection and retention of materials and open public access to the collection, services and facilities. This is in accordance with RCW 27.12.210.
2. There are no easements or other legal considerations that would unduly restrict use of the property or impose financial or other liability on the District.
3. Zoning requirements for library use can be met within a reasonable time period.

Accessibility

The site should:

1. Be located where as many people as possible in the service area can easily reach it.
2. Be on a route where people to be served may easily combine use of the library with other activities.
3. Be easily and safely accessible by as many means of transportation as possible such as by bicycles, automobiles, public transportation or on foot.
4. Have the availability of adequate off-street or other safe parking.
5. Have well-lit parking and walkways.

Site Capacity

1. Should be of a size to provide a sufficient “footprint” for parking, landscaping, and the size of the building planned.
2. Should accommodate a building that can be expanded for anticipated growth.
3. Should accommodate parking sufficient to meet anticipated library traffic.
4. Land should provide the potential for future expansion.
5. Should allow placement of the building in such a way as to allow for safe and convenient entrance/exit for library users and deliveries.

Visibility and Neighborhood Suitability

1. The library should be compatible in appearance with the neighborhood and its surroundings.
2. The site should be easily visible from the street.
3. The placement of the library on the site should have minimal adverse environmental or historical site impact.

Minimizing Costs

1. Necessary utilities should be readily available.
2. Land should be free of hazardous material or such material should be easily removed.
3. The cost of the site and needed site improvements must be considered as to their effect on the overall cost of the project.
4. Must be within amount budgeted for start up and on-going operations.

Non-Owned Facilities

In addition to the above:

1. Ten-year leases with a ten-year option to renew are the preferred terms.
2. The lease or agreement will adequately define responsibilities for the lessor and lessee, for example, responsibilities for maintenance, major repair and liability.
3. The lease or agreement must include an acceptable lease termination clause for the District.
4. The layout of the building should be such that it can be made into usable library space at a reasonable cost.

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